

**GALLATIN LOCAL WATER QUALITY DISTRICT
MINUTES
May 4, 2006**

BOARD MEMBERS PRESENT

Bill Hunt	Joe Skinner
Kathy Gallagher	Rich Mikelson
Tim Ford	

GLWQD EMPLOYEES/STAFF

Alan English, Manager
Tammy Crone, Water Quality Specialist
Tawnya Storm, Administrative Assistant

BOARD MEMBERS ABSENT/EXCUSED

Ell Bennett - Absent
Steve Kirchhoff – Absent
Ron Thein -Excused
Sherwin Leep - Excused

PUBLIC AND GUESTS

Stephanie Nelson – Health Officer

Tim Ford called the meeting to order at 8:18 AM.

I. APPROVAL OF APRIL 2006 MINUTES

Rich made a motion to approve the April 6, 2006 minutes as drafted. Joe seconded the motion. The motion was passed as follows:

ROLL CALL

Bill Hunt – For
Joe Skinner – For
Kathy Gallagher - For

Rich Mikelson - For
Tim Ford - For

II. PUBLIC COMMENT

There was no public comment.

III. STAFF UPDATE

Alan reviewed staff update and summarized the District's activities for the previous month.

Joe mentioned knowing a flatbed hauler who could possibly help us out with hauling the E-waste collected from the computer recycling event in October. He said he'd look into it and get back to us.

Alan will be giving Ralph (Manhattan Planning Board) a call to inform him that he'd like to get the plans for all the upcoming subdivisions around Manhattan.

IV. MONITORING WELL NETWORK PROJECT UPDATE

This agenda item was not discussed.

V. OFFICE SPACE UPDATE

Stephanie Nelson, Director of Health, was present to talk about the current office space issues in the Courthouse and Martel Building. She explained her frustrations with the office space allocation process and with the lack of referencing the Carter Goble plan when it comes to moving departments around. She recognizes that the GLWQD is a key component to County infrastructure and how imperative it is to the District to stay connected to the County. Stephanie would like to advocate a reasonable approach to this issue on behalf of the Board of Health and present a case before the Commission.

Alan briefly went over the office space handout he gave to all the Board Members. He too noted the lack of use the Commission and the Space Committee has regarding the Carter Goble plan.

Commissioner Skinner urged Alan to set up a meeting with the Commissioners and the Space Committee in the very near future to go over possible solutions for the District's upcoming move. It was decided that the Board would draft a letter to the Commission and the Space Committee regarding these issues.

Alan noted that the GLWQD is a unique "district" of the County regarding its use of the County system for payroll, accounting, phones, website updates, etc. Kathy noted that the GLWQD is actually utilized differently than the Weed District, the Fire Department, and some of the other districts that the GLWQD is wrongfully being grouped into. The GLWQD also works closely with Environmental Health, the Planning Department, and the GIS department and interacts with them on a daily basis. It is fairly critical to the District to stay connected to the County system and to be located in an area that can be easily accessed by the public.

Alan's evaluation was briefly discussed. Stephanie said she would share how her Board conducts her evaluation with the GLWQD Board. Kathy stated how she'd like to get the forms that Stephanie's Board uses to evaluate her, and to make Alan's review a more formalized process. Kathy noted that forming a sub-committee to help create a policy on how to do Alan's evaluation might not be a bad idea. Apparently, as of now, it is the Chair's responsibility to conduct the evaluation, but Kathy thinks it makes more sense for the entire Board to play a role. Kathy will email Sherwin regarding Alan's evaluation. Alan will get the forms from Stephanie and get them to the GLWQD Board.

VI. FY2007 BUDGET OVERVIEW

Alan informed the Board that he needs to have a few questions answered regarding new office space costs, etc. before he can write the budget. He proposed emailing the budget to the board members and making a motion to approve it or not via email. The Board agreed that this would be okay.

VII. FY2007 WORK PLAN

Alan reviewed the GLWQD Priority Tasks For Fiscal-Year 2007 draft that he handed out to the Board. He proposed putting the work plan on the agenda for approval in June.

VIII. OTHER BUSINESS

There was no other business to discuss.

IX. AGENDA OF NEXT MEETING

Monitoring Well Network Project Update
Office Space Update
FY2007 Work Plan
Policy for Citizen Requested Studies
Policy for Subdivision Review

The meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Sherwin Leep, Chair

Date

Joe Skinner, Secretary

Date

Alan English, District Manager

Date